



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

4205 N. 7th Avenue, Suite 305
Phoenix, Arizona 85013
(602) 589-8352
FAX: (602) 589-8354

Regular Session Minutes

May 14, 2010

Board Members Present: Rebecca Grabski, OTA, Chair
John Tutelman, Vice – Chair, Public Representative
Laura Beckman, OTR Member
Christine Rosenberg, OTR Member
Deborah Devine, Public Representative

Board Members Absent:

Staff Present: Wendy H. Hammon Executive Director
Vicki Egurrola, Administrative Assistant

Legal Representative: Montgomery Lee, Assistant Attorney General

Call to Order

The regularly scheduled meeting of the Arizona State Board of Occupational Therapy Examiners was called to order at 1:31 p.m. Rebecca Grabski, Chair presiding.

Roll Call

All Board members were present.

Approval of Minutes

Regular Session Minutes of April 16, 2010

Deborah Devine moved to approve the minutes as amended. Laura Beckman seconded the motion and it passed 5-0.

Declaration of Conflicts

No declarations were made.

Review Meeting Schedule

The June 11th meeting has been changed to June 18th but the July 9th meeting will remain as scheduled.

a. Initial Review of Complaints

1. Carlina Cuttler, 10-OT-0097 – Ms. Cuttler was not present for the meeting but was represented by Jeff Slosky, her business associate. The Board asked the Executive Director to review Ms. Cuttler's file while they asked questions. Mr. Slosky was unable to provide the Board with answers to questions. The Board asked the Executive Director what she found and it was reported that Ms. Cuttler had a similar complaint wherein she was found to have committed 96 instances of inaccurate billing. The billing seemed to primarily involve the Department of Economic Security, Division of Developmental Disabilities (DDD). John Tutleman moved to take complaint go to the formal interview level. Rebecca Grabski seconded the motion and it passed 5-0. The Board requested that this item be on the June agenda.

2. Mary Louise Hymen, 10-OT-0475 – Ms. Hymen was present and answered questions for the Board. The complainant was also present and answered Board questions. At the conclusion of the questioning, the Board determined that the complaint was unfounded based on Board statutes and rules. Rebecca Grabski moved to dismiss this complaint. John Tutelman seconded the motion and it passed 5-0.

3. Michael Swindler, 10-OT-3719 – The Executive Director advised the Board that the complainant was not present due to illness. Mr. Swindler was present and available for the Board. The Board questioned Mr. Swindler and based on the information received determined that the complaint was unfounded based on Board statutes and rules. John Tutelman moved to dismiss the complaint. Deborah Devine seconded the motion and it passed 5-0.

b. Complaint Action Status Report

Shannon Brown, 10-OT-3346 – Board staff reported that the draft consent agreement was sent to the Attorney General for review and they were awaiting any notice of changes needed. As soon as it is returned it will be sent to Ms. Brown.

Susan Nesbit, 09-OT-4090 - The Executive Director told the Board that a demand letter had been sent to Ms. Nesbit but there was no response. The Board's Assistant Attorney General advised the Board that the matter could be sent to the Attorney General's Collection Unit. The Board requested this be done.

Nicole Kell, 09-OT-4332 – The Executive Director provided the Board with copies of the logs submitted by Ms. Kell. The Board accepted the reports.

Substantive Review, Discussion, and Vote Re: Applications for Licenses as Follows:

a. Initial Application

Amy Evert	Angleshier Gibbs	Shaye Guerrera	Cynthia Hettinger
Karen Kinney	Hok Him Lau	Erika Mamangon	Marissa Merritt

Susan Schroeder	Michelle Silva	Belinda Simmons	Nicole Smith
Karisa Tomkinson	Theresa Ulibarri	Michelle Vaughan	

Deborah Devine moved to approve the licenses with the exception of Cynthia Hettinger. Laura Beckman seconded the motion and it passed 5-0.

The Board then discussed the application of Cynthia Hettinger. After considerable discussion, Deborah Devine moved to deny the application of Ms. Hettinger. John Tutelman seconded the motion and it passed 5-0.

b. Renewal of Licenses

Carey Alber	Martina Allen	Nikkol Anderson	Jeanne Anduri
Vicki Arenz	Sheryl Arr	Mary Askew	Summer Aubuchon
Jose Avendano	Lora Bailey	Eileen Ballungay	Vikas Batta
Annette Berka	Kathryn Berry	Lauren Bock	Kristine Boetel
Gloria Brandt	Barbara Brummel	Leilani Burton	Bethany Bury
Domenica Campanaro	Marie Ceus	Vincent Cochran	Maria Conklin
Thomas Conklin	Jenine Cook	Elizabeth Cosgrove	Lori Creach
Sue Dahl Popolizio	Rebecca Fairfax	Linda Flores	Deborah Frey
Lisa Friedman-Roels	Carole Gates	Dawn Gessner	Stepanie Graves
Naomi Greene	Vickie Hansen Barton	Sarah Haugen	William High
Rachel Hill	Thomas Hoffmann	Rebecca Hughes	Rebecca Huppert
Scott Hurley	Cynthia Ivy	Naomi Jack	Jason Jordan
Susan Kashmanian	Karen Klein	Kristen Klenk	Joann Lacroix
Lisa Larez	Vicki Lee	Meredith Lefevre	Bernadette Luberdia
Vandana Manik	Tracy Mcadams	Sharon McCoy	Alicia Mena
Annette Monaccio	Dale Moore	Elizabeth Murphy	Margery Nothnagel
Kristen Otto	Brian Paulsen	Jennifer Pelkey	Margaret Phillips
Valerie Pieraccini	Aimee Piller	Sandra Pliska	Danielle Poulin
Judith Putzer	Kelly Ramsdell	Barbara Rasho	Teresa Ray
Gloria Redman	Scott Redman	Thomas Riter	Kathryn Rotchford
George Salamunec	Sally Salo	Theresa Simmons	Pamela Simon
Laura Smith	Robin Smith	Tove Sondergaard	Scott Stambaugh
Tracy Stavlund	Amy Steele	Nicole Stelmach	Laurie Storad
Matthew Strang	Lisa Suhr	Lara Taggart	Jill Taylor
Eileen Thorstad	Paula Tucker	Deidra Ure	Gina Vloet
Jennifer Whitaker	Tedra White	Gretchen Wilce	Andrea Wiles

Rebecca Grabski recused herself due to a potential conflict and turned the meeting over to John Tutelman, Vice-Chair. Deborah Devine moved to approve the renewal licenses with the exception of Lori Creach, Linda Flores, Lara Taggart, and Eileen Thorstad. Christine Rosenberg seconded the motion and it passed 4-0.

The Board discussed Linda Flores who had stated that she did not practice while expired. Deborah Devine moved to approve her renewal application. Laura Beckman seconded the motion and it passed 4-0. The Board directed staff to contact her employer to confirm that she had not practiced.

The Board discussed Lara Taggart who was present and available to answer questions from the Board. After the discussion the Board reviewed Lori Creach and Eileen Thorstad who had also provided services after their license had expired. After careful consideration of the facts Deborah Devine moved to approve the renewal applications of Lara Taggart, Lori Creach and Eileen Thorstad and to offer these three licensees a consent agreement which will include the need to notify clients and insurance companies of their practicing without a license. Laura Beckman seconded the motion and it passed 4-0. At this point Rebecca Grabski rejoined the meeting.

c. Limited Permits

Nicole Benedict	Melissa Ciany		
-----------------	---------------	--	--

John Tutelman moved to approve the limited permits. Deborah Devine seconded the motion and it passed 5-0.

Review, discussion and Possible Action on Administrative Matters

a. Revenue and expenditure report

The Board reviewed and discussed the revenue and expenditure report. The Chair asked if it was possible to do a month to month comparison of the personal services expense. The Executive Director stated it was possible but it would not be a true comparison due to the circumstances of the past year.

b. Administrative Project Status Report

The Board reviewed and discussed the Administrative Status Report

Board Members – The Executive Director reported that nothing new has been received regarding the board members.

Policies and Procedures –

The Board was presented with two policies and procedure that had been requested. The first was a policy and procedure on the procedure to be followed and the timing of deposits. Laura Beckman moved to approve this policy. Christine Rosenberg seconded the motion and it passed 5-0.

The second policy and procedure was regarding absence from the office. The Board asked a couple questions about the policy and procedure and the Assistant Attorney General questioned the annual leave accumulation rate of 6.47. He stated that there was the ability for the Executive Director to negotiate a

different rate. The Executive Director stated she was not aware of this fact and the Board requested she look into the matter.

c. Agency Operations and Staffing

i. Other items as may be needed – At 4:25 p.m. John Tutelman moved to go into executive session regarding questions on a personnel matter and legal questions. Deborah Devine seconded the motion and it passed 5-0. The Board requested that the executive session exclude staff.

The public session resumed at 4:55 p.m.

After a brief discussion it was determined that the Board would conduct performance reviews of the staff. The first two reviews would be Christie Van Wormer and Wendy Hammon and these would occur on May 24th. The last review would be Vicki Egurrola and that would occur on June 18th.

John Tutelman moved due to the circumstances and possible harm, Christie Van Wormer was to be placed on paid administrative leave through May 24th. Staff were directed to request that Capitol Police assist in informing Ms. Van Wormer of this fact.

The Board requested the Executive Director contact the Department of Administration regarding evaluation documents for uncovered individuals.

Other Board Business

No other business was discussed.

Agenda items for next month's meeting – if any.

Carlina Cuttler – formal interview

Call to the Public

A call for public comment was issued by the Board with no response.

Adjournment

The meeting adjourned at 5:45 p.m., there being no further business before the Board.

Respectfully submitted,

Wendy H. Hammon
Executive Director